



## MEMORANDUM

**TO:** State Board of Education

**FROM:** Jerry Haffner, Adult Education Specialist  
Office of Adult Education

**DATE:** July 21, 2009

**SUBJECT:** Approval of Allocations for Adult Education  
Summer/Fall Term 2009-10

Under the provisions of 511 IAC 11-3-6, the State Board of Education shall provide each participating school corporation with an estimated amount of reimbursement it can expect to receive for the funding period. Upon approval by the State Board, the Office of Adult Education will notify each participating school corporation of its approved state allocation level for Summer/Fall Term 2009-10 (July 1, 2009 – January 31, 2010).

The estimated amount available for Summer/Fall Term 2009-10 is **\$7,891,006.68**. The recommended adult education program allocations are based upon:

- (1) the anticipated 2010 state appropriation for adult education,
- (2) pre-established base amounts for participating school corporations, and
- (3) enrollments for the previous year.

From the allocations local school corporations may reimburse adult education teacher salaries. A maximum of 15 percent of the allocation may be used for administrative and support costs if the number of instructional hours is maintained at the level of the previous year. Approximately one percent of the total appropriation is set aside each term for correcting errors and meeting unanticipated short-term needs.

Providers may also receive federal adult education dollars under the Adult Education and Family Literacy Act, Title II of the Workforce Investment Act. The initial federal appropriations (July 1, 2009 – June 30, 2010) are provided for reference along with the recommended state allocations for Summer/Fall Term.

The Office of Adult Education requests that the State Board of Education approve the proposed state allocations for Summer/Fall Term 2009-10. Thank you.

Attachment: Approval of Allocations for Adult Education, Summer/Fall Term 2009-10